



STATE OF WASHINGTON

DEPARTMENT OF COMMERCE

1011 Plum Street SE • PO Box 42525 • Olympia, Washington 98504-2525 • (360) 725-4000
www.commerce.wa.gov

DATE: February 15, 2011

TO: Emergency Shelter Homeless Prevention (ESHP) Grantees
Overnight Youth Shelter (OYS) Grantees
Transitional Housing Operating & Rent Assistance (THOR) Grantees

FROM: Dan McConnon, Assistant Director

A handwritten signature in black ink, appearing to be "Dan McConnon", written over the printed name.

RE: ESHP, OYS and THOR Budget Amendments for the period July 1- December 31, 2011

This memo is to inform you that the Department of Commerce (Commerce) will be contacting you in March to provide details about amending your current ESHP, OYS and/or THOR grants.

As you know, Commerce is working to implement the Consolidated Housing Grant (CHG) beginning January 1, 2012. To ensure there is no break in service to the individuals and families you support, we want to extend your current grant agreements (which expire June 30, 2011) an additional six months for the period July 1, 2011- December 31, 2011.

Please note that June 30, 2011 is the end of your current grant fiscal year and the end of the current biennium. For planning purposes, do not assume that you are able to carry over any funds unspent on your current grant agreement. We will be calculating and giving you a different amount that, at this time, will be an estimated amount.

The challenge we face in the next several months is to determine the funding available for the amendments. Due to the timing of session and the finalization of the state budget, we may need to award a conservative amount and then once the budget is adopted execute a second amendment with a final award. Rest assured while this is a difficult time, we are working hard to keep close track of the state budget and keep you fully informed. Your program grant managers will keep in touch about next steps.

In the meantime, please consider your internal contracting requirements and processes as well as those of your subgrantees and prepare as much as possible for a quick amendment turn around.

- For the THOR amendments, we expect that the amended funds will be about the same as what you currently receive in a 6 month period.

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- For the ESHP and OYS amendments, we are unsure when the federal Emergency Shelter Grant (ESG) dollars will be awarded to Washington State. Because those funds (approximately \$1.3 million annually) are comingled with state dollars the amended award will be less than what you currently receive in a 6 month period.

ESHP and THOR Lead Agencies please remember you are responsible for sharing this information with your sub grantees.

Thank you for your dedication to delivering the vital housing and services needed to help people who are homeless. If you have any questions regarding this memo, please contact your respective program managers or Annie Conant, Housing Assistance Unit Managing Director, by email at Annie.Conant@commerce.wa.gov or by phone at 360-725-2919.